



**GRANTS MANAGEMENT MEMORANDUM
2016-01**

Date: March 3, 2016
To: Eligible Subrecipients and Interested Parties
From: Homeland Security and Prop 1B Division
Subject: Fiscal Year (FY) 2016 Nonprofit Security Grant Program (NSGP) Application Information

The California Governor's Office of Emergency Services (Cal OES) is pleased to announce that the Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) has posted a grant funding opportunity intended to support target hardening and other physical security enhancements and authorized under the DHS Appropriations Act, 2016, (Public Law Number 114-113). Following is the link to the federal Notice of Funding Opportunity for this award:
<https://www.fema.gov/ar/media-library/assets/documents/114442>.

Organizations eligible to submit Nonprofit Security Grant Program (NSGP) Investment Justification (IJ) applications are 501(c)(3) tax-exempt nonprofit groups that are considered to be at high risk of terrorist attack due to their ideology, beliefs or mission, and which are located within one of the FY 2016 Urban Area Security Initiatives (UASI) designated urban areas: Anaheim/Santa Ana Area; Bay Area; Los Angeles/Long Beach Area; Riverside Area, Sacramento Area, and San Diego Area.

Grant award applications are due to the State Administrative Agency (SAA (Cal OES)) no later than 12:00 midnight PST on April 1, 2016.

This year Cal OES will be conducting webinars to assist you with the application process on the following dates:

Tuesday, March 8, 2016

1:00 pm – 3:00 pm

To join the Meeting:

<https://bluejeans.com/270790334>

Meeting ID: 270790334

Phone: 1.888.240.2560 (US Toll Free)

Thursday, March 10, 2016

1:00 pm – 3:00 pm

To Join the Meeting

<https://bluejeans.com/109247966>

Meeting ID: 109247966

Phone: 1.888.240.2560 (US Toll Free)

Following the webinar, the presentation will be posted along with other NSGP documents on the Cal OES webpage at: <http://caloes.ca.gov/cal-oes-divisions/grants-management/homeland-security-prop-1b-grant-programs/infrastructure-protection-grants>.

Webinar Agenda

The webinars will last approximately two hours and will consist of a PowerPoint slide presentation with live audio narration. Attendees will learn how to successfully complete and submit an Investment Justification for the FY 2016 NSGP. This will include:

- How to effectively construct an Investment Justification
- How to submit the Investment Justification
- Subrecipient's responsibilities

NSGP Nonprofit Application

As part of the FY 2016 NSGP application each eligible nonprofit Subapplicant must submit the following four documents to the SAA:

• *NSGP Investment Justification (IJ)*

Each Subapplicant must develop a formal IJ that addresses each investment proposed for funding. Security enhancements must be for the locations that the nonprofit occupies at the time of application. The investments or projects described in the IJ must:

1. Address an identified risk, including threat and vulnerability, and build or sustain a core capability identified in the National Preparedness Goal;
2. Demonstrate the ability to provide enhancements consistent with the purpose of the program and guidance provided by DHS/FEMA;
3. Be both feasible and effective at reducing the risks for which the project was designed;
4. Be able to be fully completed within the three-year period of performance; and
5. Be consistent with all applicable requirements outlined in the Notice of Funding Opportunity.

• *Vulnerability/Risk Assessment*

Each Subapplicant must include its vulnerability/risk assessment on which the request in the IJ is based.

• ***Mission Statement (no template provided)***

Each Subapplicant must include its Mission Statement and any mission implementing policies or practices that may elevate the organization's risk. Recognizing the impact an organization's ideology, beliefs, or mission may have on their risk of potential terrorist threats, SAA's will use the Mission Statement along with information provided in the applicant's IJ in order to validate the organization type as one of the following: 1) Ideology-based/Spiritual/Religious; 2) Educational; 3) Medical; or 4) Other.

• ***Contact Sheet***

Please complete a contact sheet and submit with your application.

All of the above templates can be found here: <http://www.caloes.ca.gov/cal-oes-divisions/grants-management/homeland-security-prop-1b-grant-programs/infrastructure-protection-grants>

Authorized Equipment List

A document listing equipment authorized under the NSGP can be found here:

<http://www.caloes.ca.gov/cal-oes-divisions/grants-management/homeland-security-prop-1b-grant-programs/infrastructure-protection-grants>

Please submit all four required application documents for the FY 2016 NSGP to the following email address NO LATER THAN 12 MIDNIGHT (PST) APRIL 1, 2016:

Nonprofit.Security.Grant@caloes.ca.gov

For further information regarding the NSGP process, please contact one of the NSGP Program Representatives:

Debbie Phillips at Debbie.Phillips@caloes.ca.gov (916) 845-8746 or

Janet Kellam at Janet.Kellam@caloes.ca.gov (916) 845-8662

Thank you,

Cal OES Grants Management